

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1. CONTRACT ID CODE		PAGE OF PAGES 1 1		
2. AMENDMENT/MODIFICATION NO. 01		3. EFFECTIVE DATE November 8, 2002		4. REQUISITION/PURCHASE REQ. NO.		5. PROJECT NO. (If applicable)	
6. ISSUED BY U.S. Agency for International Development Office of Procurement, M/OP/HRAM/AFP Washington, DC 20523-7101		7. ADMINISTERED BY (If other than Item 6)		CODE			
8. NAME AND ADDRESS OF CONTRACTOR (NO., street, city, county, State, and ZIP Code)				(✓)		9A. AMENDMENT OF SOLICITATION NO. M/OP-03-003	
				X		9B. DATED (SEE ITEM 11) October 23, 2002	
						10A. MODIFICATION OF CONTRACT/ORDER NO.	
						10B. DATED (SEE ITEM 13)	
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS							
<p><input checked="" type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers <input checked="" type="checkbox"/> is extended <input type="checkbox"/> is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning <u>2</u> copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) by separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.</p>							
12. ACCOUNTING AND APPROPRIATION DATA (If required)							
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.							
A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.							
B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b)							
C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:							
D. OTHER (Specify type of modification and authority)							
E. IMPORTANT: Contractor <input type="checkbox"/> is not, <input type="checkbox"/> is required to sign this document and return <u> </u> copies to the issuing office.							
<p>14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)</p> <p style="text-align: center;">Health and Nutritional Programs in Burundi RFA</p> <p>Amendment 1 to RFA M/OP-03-003 is to:</p> <p>1. Provide applicants with CAP RFA Agenda for the 19 Nov 2002 conference; RFA questions and answers; and the list of Interested Parties. Please see attached.</p> <p>Unless as amended, all other terms and conditions remain in full force and effect.</p> <p>Except as provided herein, all terms and conditions of the document referenced in Items 9A or 10A, as heretofore changed, remain unchanged and in full force and effect.</p>							
15A. NAME AND TITLE OF SIGNER (Type or print)				16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)			
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)		15C. DATE SIGNED		16B. UNITED STATES OF AMERICA _____		16C. DATE SIGNED	
				(Signature of Contracting Officer)			

AGENDA

The Capable Partners Programmatic Objective (CAP)

RFA Conference 2 p.m. – 4 p.m. Eastern Time

November 19, 2002

Ronald Reagan Building

1300 Pennsylvania Ave. N.W.

Washington, DC

USAID Information Center Conference Room – Mezzanine Level

2:00 – 2:30 Margaret Kline, USAID, Office Of Procurement, Humanitarian Response, Africa,
and Management Division, AFP Branch, Contract Specialist

- CAP RFA Section by Section Review
- Explanation of the Leader with Associate Cooperative Agreement
 - a) Prime award
 - b) Associate awards

2:30 – 3:15 Adele Liskov, Deputy Director Office of Private and Voluntary Cooperation;
Tom Kennedy Acting Chief, Program Development and Management Division

- Strategy and Program Summary Sections A & B
- Technical preparation guidelines

3:15 – 3:30 Break

3:30 – 4:00 Questions and Answers

This attachment provides questions and answers to USAID CAP RFA M/OP-03-003 and is not incorporated into the RFA:

1. How does the LWA function?

Answer: The CAP RFA is a single award to an eligible organization either for profit or not for profit. Associate awards are funded by respective missions for program work that falls within the Program Description of the Leader, and the associate awards are issued directly by the missions to the holder of the Leader award.

2. What is meant by technical capacity strengthening? Provide some examples.

Answer: Technical capacity building or strengthening is distinct from organizational capacity strengthening, sometimes called organizational development. Its focus is on strengthening the technical systems in technical sectors such as health, microenterprise, agriculture, etc. It may apply to technical intervention methodologies or evaluation, for example, in the targeted sector.

3. Can for-profit firms apply under this RFA if they do not propose profit?

Answer: Yes, as long as no fee/profit is charged to the resulting award and any Associate awards.

4. Provide information about how the Leader with Associate will work.

Answer: The recipient of the "Leader" cooperative agreement will focus on its worldwide or global activities. USAID missions will issue separate, smaller, cooperative agreements or grants called "Associate awards" that fit within the RFA/Leader Program Description for field support. The Associate awards to the recipient are meant to foster NGO capacity and are not intended to provide services to USAID missions. The "Leader with Associate" Cooperative Agreement will be explained in more detail at the November 19, 2002 RFA conference.

5. How many associate grants will be awarded?

Answer: Associate awards are issued directly by missions based upon the mission's technical needs and its funding levels so there is no way to estimate the number of associate awards that might be issued. However, USAID anticipates approximately up to \$20 million in mission funding for Associate awards over the five-year life of project.

6. Each of the four line item totals must include costs taken from the Object Class Category line item letter(s) from Section B "Budget Categories" on the SF 424 form and, must be presented as follows:
 - 1)program (Total dollar amount taken from lines a+b+c+h of SF 424);
(any subawards must be shown separately)
 - 2)procurement (Total dollar amount taken from lines d+e+f of SF 424);
 - 3)training (Total dollar amount taken from line h of SF 424);
 - 4)indirect costs (Total dollar amount taken from line j of SF 424)"

Per these instructions above, the total dollar amount of "line h-other" should be indicated on the 424A form twice, under both 1) Program and 3) Training. Kindly confirm whether these instructions are correct.

Answer: Yes, the costs from the "other" category on the SF 424A should be divided between the two line items, that is "Program" and "Training" in order to present totals for the four major budget categories.

This attachment lists interested parties for the USAID CAP RFA M/OP-03-003 and is not incorporated into the RFA:

CAP RFA Interested Parties List 2002:

1. Winrock International
1621 North Kent Street
Suite 1200
Arlington, VA 22209
2. ORT
1900 L Street NW
Suite 603
Washington, DC 20036
3. Counterpart International
1200 18th Street N.W.
Suite 1100
Washington, DC 20036
4. IESC
333 Ludlow Street
PO Box 10005
Stamford, CT 06904
5. World Learning
1015 15th Street, N.W.
Suite 750
Washington, DC 20005
6. CEDPA
1400 16th Street, N.W.
Suite 100
Washington, DC 20036
7. ACDI/VOCA
50 F Street, NW
Suite 1100
Washington, DC 20001
8. Planning Assistance
15 F Street, NW
Suite 1050
Washington, DC 20001

9. International Center for Not-For-Profit Law's
733 15th Street, N.W.
Suite 420
Washington, DC 20005
10. Social Impact
1935 Upper Lake Drive
Reston, VA 20191
11. Democracy Council
1714 Bel Air Road
Los Angeles, CA 90077
12. World Space Foundation
2400 N Street, NW
Washington, DC 20037
13. AED
1825 Connecticut Ave
Washington, DC 20009
14. ADRA International
12501 Old Columbia Pike
Silver Spring, MD 20904
15. Goodwill Industries International Inc.
9200 Rockville Pike
Bethesda, MD 20814-3896
16. CHF International
8601 Georgia Avenue
Suite 800
Silver Spring, MD 20910
17. American Red Cross
International Services Department
431 18th Street, N.W.
Washington, DC 20006
18. Management Systems International
600 Water Street, SW
Washington, DC 20024
19. Salesian Mission
1655 North Ft. Myer Drive,
Suite 450
Arlington, VA 22209
20. Deloitte Touche Emerging Markets, Ltd.
Suite 900 West

1001 G Street, NW
Washington, DC 20001

21. International Research and Exchange Board (IREX)
2121 K Street, NW, Suite 700
Washington, DC 20037

22. Mr. Sam Mardell
DevelopmentEx.com or samantha.mardell@research.developmentex.com

23. Church World Service
P.O. Box 968
28606 Philips St.
Elkart, Indiana 46514

24. Asia Injury Prevention Foundation
Hanoi, Los Angeles

25. The Kenan Institute Of Private Enterprise
1300 Pennsylvania Avenue, NW
Suite 370
Washington, DC 20004

26. PACT, Inc.
1200 18th Street, N.W., Suite 350
Washington, D.C. 20036

27. SSDS, Inc.
1411 Washington Street
Suite 6
Boston, MA 02118